

NPIC/D-308/70

2 OCT 1970

MEMORANDUM FOR: Group and Staff Chiefs, NPIC

SUBJECT : Production Management

1. Following a review of our production management activities and procedures, I have concluded that the Production Management Board (PMB) is no longer necessary. Accordingly, I have recommended its disbandment. Mr. Lundahl has approved my recommendation and a notice announcing the dissolution of the PMB is forthcoming.

2. The Production Management Board was established to assist the Executive Director in managing production, workloads, and production resources. At the time of its formation it was considered a necessary management mechanism to establish proper controls over our production capabilities and resources, and to effect inter-Group coordination on a frequent, scheduled basis. At this point in time, however, I believe that effective control of production can be maintained through the regular management structure linking the Office of the Director, the PPBS and the operating components.

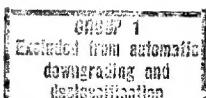
3. I expect each Group and Staff Chief to consider himself responsible for and to follow these guidelines:

a. The determination of priorities and resolution of conflicts is the responsibility of the Group Chief who has accepted management of a requirement or task. When necessary, Group Chiefs are welcome to refer problems to the Executive Director for resolution.

b. It is incumbent upon the Groups to keep PPBS advised on changes made to a requirement and to seek PPBS assistance in the determination of priorities and the resolution of conflicts.

c. PPBS is responsible for maintaining an accurate, timely status of Center requirements and workload and for keeping me informed on these matters.

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d. The Groups are authorized to deal directly with the requesters in determining priorities, resolving conflicts, clarifying requirements, and keeping the requester informed.



Executive Director, NPIC

Distribution:
as stated

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